Subject: MySCLearning Updates – March 13, 2017
Audience: AST Leads, HR Directors


SAP updates SuccessFactors modules (e.g., Learning Management) four times a year. The SCEIS Team is pleased to provide the following four updates to MySCLearning effective March 13, 2017:
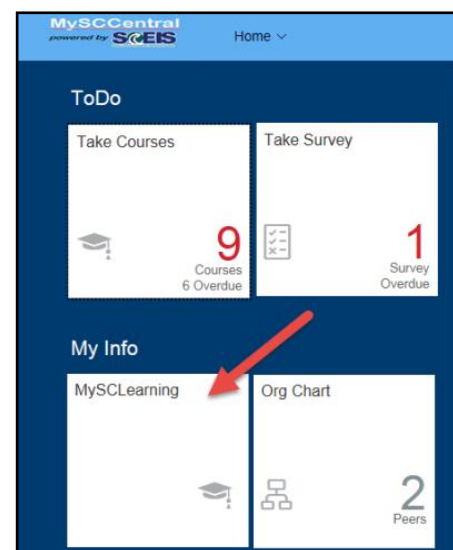
- **MySCCentral Landing Page**
- **Team Summary View for Managers**
- **Organizational Charts (Agency View)**
- **New Rating Scale for Surveys**

MySCCentral Landing Page

Beginning Monday, March 13, users will access MySCLearning by using a new tab labeled "MySCCentral". The MySCLearning tab will no longer appear on the main menu in MySCEmployee.
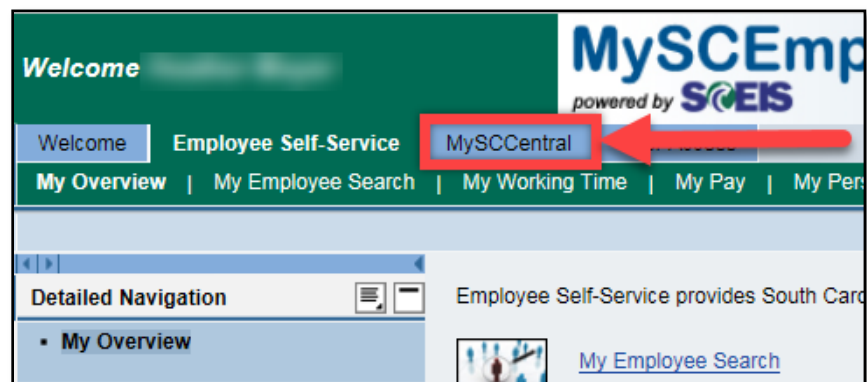
After clicking on MySCCentral, a landing page will appear and display a MySCLearning tile which will be used as the gateway to the learning management system.

New Rating Scale for Surveys

MySCLearning System Administrators have an additional rating scale to use for Survey's:

- N/A
- Strongly Disagree
- Agree
- Neutral
- Disagree
- Strongly Agree

Organizational Charts (Agency View)

The Organizational Chart provides employees an interactive view of the organizational hierarchy and reporting relationships. All MySCEmployee users will have access to a hierarchy view which includes their peers and overall agency employees. Please note: There is a one day data lag for this view of hierarchical information and the updates originate from your agency's work in the SCEIS Organizational Management Module. Incorrect information should be sent to the agency's HR department for correction.
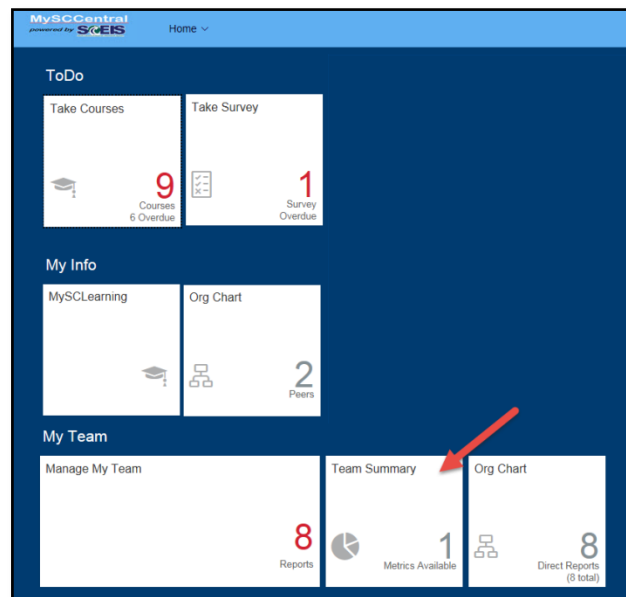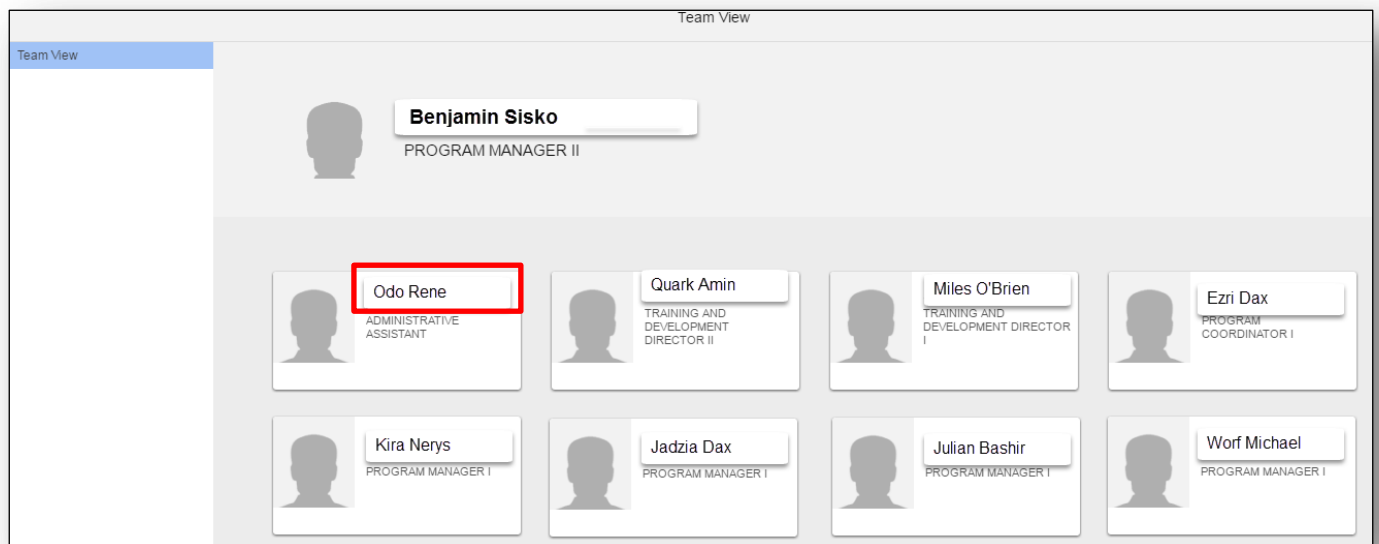
Team Summary View for Managers

The Team Summary tile allows managers to access a quick view of his/her team and employees' profiles. After clicking on Team Summary, a screen will appear that displays the Team View.

Managers may view an individual employee profile by clicking on an employee name in the Team View.

Below is the employee profile view.
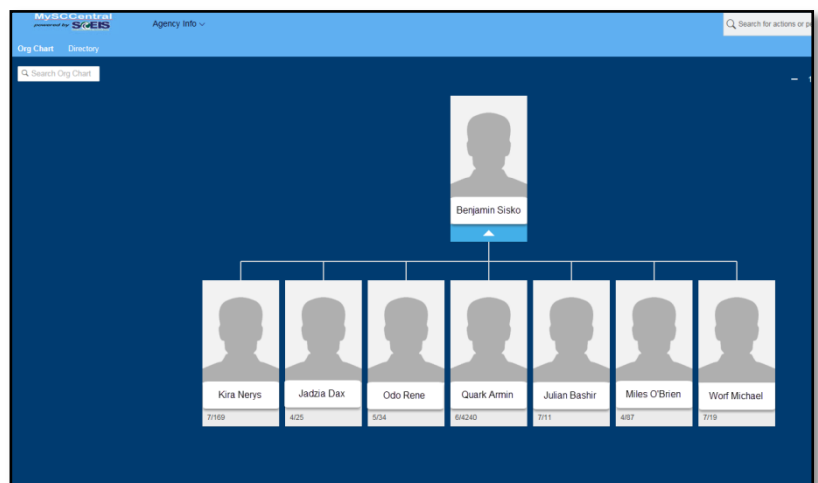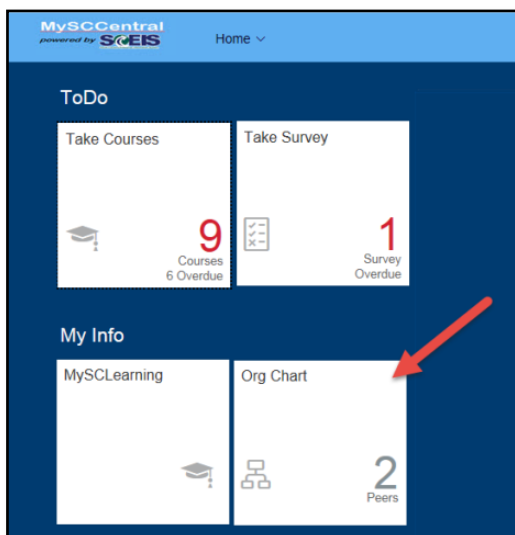
Weekly Update
Week of March 13, 2017
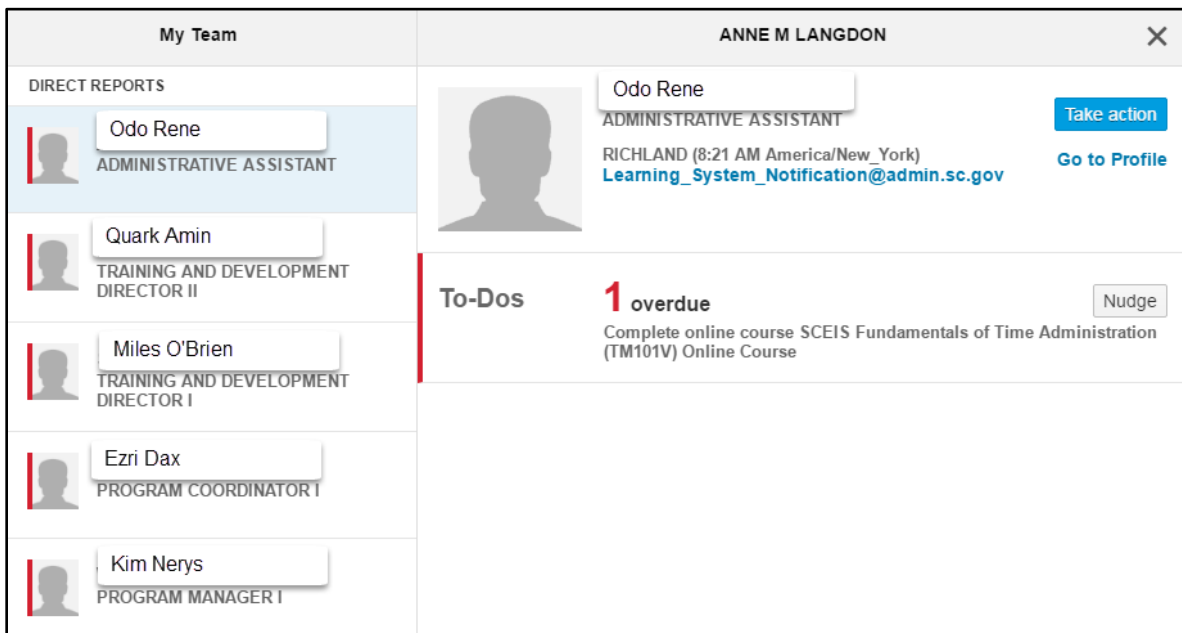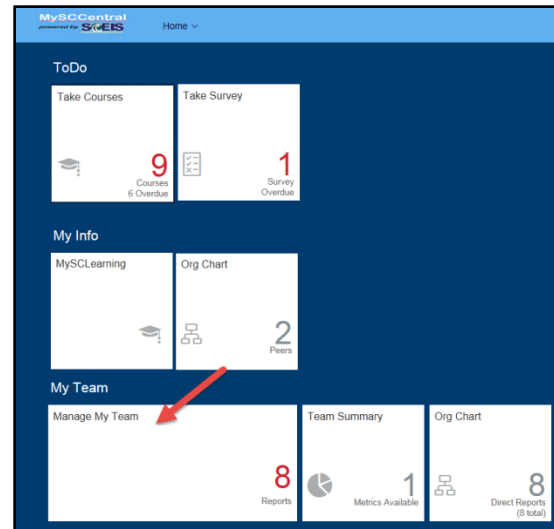
Managers can also use the Manage My Team tile to view their individual team members. Please note: Employee data displayed originates from your agency's work in the SCEIS Personnel Administration Management Module and is on a one day data lag. Incorrect information should be sent to the agency's HR department for correction.

If you have questions about this information, please contact the SCEIS Service Desk at (803) 896-0001 (select option 1 for SCEIS help) or use the email form available at the following link: http://www.sceis.sc.gov/requests/